

#	Page	Section/Reference	Question	Response
1.		General Question	Can the incumbent contractor re-bid?	Yes.
2.		General Question	Are incumbent personnel eligible for rehire?	The government will not restrict the eligibility of the incumbent personnel.
3.		General Question	Are any positions currently filled by government employees?	No.
4.		General Question	Do any incumbent personnel have a “first right of refusal”?	No.
5.		General Question	Will you provide each incumbent (government and contractor) employee’s length of service and current rate of pay for SCA benefit cost computation?	No for contractor personnel and not applicable for government personnel.
6.	Pg 2	CLINS 0001 through 0008	The RFP states that CLINs 00001 — 00008 cover a period of one year from date of award, but that costs for the 90-day transition are captured in CLIN 00041. This would imply only a 9-month period of performance for those CLINs. Are any services, other than transition activities, required during the first 90 days?	No operational services are expected during the 90 day transition period. CLIN 00008 may be utilized during the transition period if approved by the CO for Special Provision H.11 paragraph (e) activities (polygraph exam). Revised the RFP to remove the “one-year” language for those CLINs.
7.	Pg 22 Pg 113-114 Pg 130-131	Sec C, Subtask 2.3 L.04 (b) Attachment L-6	The PWS states that the contractor is required to provide the equipment and software necessary for the scanning subtask, but Attachment L-6 states that equipment can be government furnished or contractor provided and lists the equipment available. This appears to be a contradiction. Please clarify.	As stated in Section L attachment L-6 paragraph 6 “THE CONTRACTOR MAY BID SUBTASK 2.3 UTILIZING ALL, SOME, OR NONE OF THE ABOVE LISTED ITEMS. Volume II of the contractor’s proposal should reflect how much of the GFE the contractor plans to use. Regardless of which approach is taken, the contractor shall be responsible for maintenance and upkeep of all scanning equipment through the life of the contract. The associated costs of this maintenance shall be factored into the Firm Fixed Price per unit for CLIN 003...” It is up to the Offeror to decide the best approach to provide the necessary services to perform the contract.

#	Page	Section/Reference	Question	Response
8.	Pg 23	Sec C, Subtask 2.3	What is the maximum size of the drawings to be scanned?	Size D (24" x 36")
9.	Pg 23	Sec C, Subtask 2.3	Will any of the Government furnished scanning equipment accommodate a 24" x 36" photo?	None of the scanners offered up as GFE will scan a 24" x 36" photo/print/document in a single scan. Please see manufacturers web sites for equipment specifications on the three scanners offered up as GFE
10.	Pg 22 Pg 113-114 Pg 130-131	Sec C, Subtask 2.3 L.04 (b) Attachment L-6	If the contractor elects to use GFE and it is determined that the equipment provided cannot accommodate the oversized documents, will the government furnish any additional equipment needed?	No. Please see manufacturers web sites for equipment specifications on the three scanners offered up as GFE. It is up to the Offeror to decide the best approach to provide the equipment for perform the scanning services.
11.	Pg 23	Sec C, Subtask 2.3	How many books will need to be scanned? Can the bound documents (books) be unbound for scanning? What sub CLIN will be used for scanning of books?	Books account for less than 10% of the overall paper document total. The books can be unbound for scanning. The size of the unbound page will dictate which sub-CLIN to use (e.g. an 8" x 11" book unbound would use the appropriate 8.5" x 11" sub-CLIN)
12.	Pg 23	Sec C, Subtask 2.3	What is the maximum size of any drawings to be scanned?	Size D (24" x 36")

#	Page	Section/Reference	Question	Response
13.	Pg 25	Sec C, Task 3B	How many hours per year are expected for each individual and in total for surge activities?	<p>As it relates to Task 3B and Task 3C- hours per year for each individual and in total for surge activities are dependant upon future court and security related requirements. At this time the government cannot accurately predict how much Task 3B and Task 3C will be utilized in support of court ordered data/information requests and security related taskings over the next five years. As provided in Section B <i>CLINs 00005, 00013, 00021, 00029, and 00037,</i>”</p> <p><i>Classification/Declassification Services (Surge) (Not To Exceed 60,000 labor hours and subject to FAR 52.232.20).”</i></p> <p><i>SubCLIN 00005A(13A, 21A, 29A & 37A) has a minimum guarantee of 80 hours for each of the 5 employees.</i></p> <p><i>SubCLIN 00005B (13B, 21B, 29B, & 37B) has NO minimum guarantee.</i></p>

#	Page	Section/Reference	Question	Response
14.	Pg 27	C.2 (c)	DOE usually does not permit an individual to maintain an active clearance when not performing in a position that requires a clearance. There will be a 90-day period between award of this contract and the actual start of work. Must all individuals proposed hold an active clearance at the time of the proposal, or be reasonably certain of obtaining (reactivating) a clearance prior to the start of work?	<p>All individuals proposed shall hold an active “Q” clearance (or Top Secret) at the time of award except for Task 3C individuals. The 90 day transition period will allow for those holding a Top Secret clearance to have their clearance converted over to a “Q” clearance and available for operational work immediately after the 90 day transition period is up. Please see Section H, Special Provision H.25, last bullets state: “Failure to provide sufficient personnel with active DOE Q clearances to meet contract requirements for Tasks 1, 2, 3A, 3B, 4 and 5 on the day of contract is a condition precedent to contract award; such a failure after the day of contract award may be grounds for breach of contract.</p> <p>Task 3C personnel shall have one of the following on the day of security clearance application: An active Q security clearance or Inactive Q security clearance, an Active Top Secret clearance or Inactive Top Secret security clearance”</p>
15.	Pg 40	H. 11	The proposal specifies that random polygraph examinations must be performed on Q-cleared employees. Who provides this service? Are there any costs or other requirements related to the polygraph examinations that the Contractor will be responsible for?	H-11 states “(e) The Sigma 15 cleared personnel shall be subject to random polygraph testing. (Charged under CLIN 00008, 00016, 00024, 00032, and 00040)”. The government will provide the polygraph examination at no cost to the contract. Any non-labor costs associated with the employee traveling to the polygraph examination site shall be charged against the above referenced CLINs.
16.	Pg 40	H12	Is the Program Manager expected to be on-site at all times?	No.
17.	Pg 40	H12	Can an individual assigned other duties under this contract be designated as the Program Manager?	Yes.

#	Page	Section/Reference	Question	Response
18.	Pg 43	H22	The requirement for a Program Manager is included in the Key Personnel section; however, the section states that the “The Classifier/De-Classifier positions (Task 3A and 3B) are the only Key Personnel positions on this contract.” Is the Program Manager considered Key Personnel and is a resume for this individual to be included in the proposal?	<p>The Program Manager is considered “Key Personnel”. A resume shall be provided.</p> <p>If the Program Manager is also supporting Task3, include all applicable information in a single resume.</p> <p>Revised the RFP to add “Program Manager” with “Classifier/Declassifier position” as Key Personnel.</p>
19.	Pg 49	Sec I, FAR 52.228.7	The amounts of the various insurance types are not stated. What amounts are required for the Contractor to carry for Workers’ Comp, Employer’s Liability, Comprehensive General Liability and Auto Insurance? Are any other types of insurance required, and if so, what and how much?	<p>The RFP is revised to replace Section I contract clause FAR 52.228-7 Insurance - Liability to Third Persons with contract clause FAR 52.228.5 Insurance – Work On A Government Installation. This clause states the types of insurance coverage required for this contract. The minimum amounts required are specified in FAR 28.307 are repeated here as follows:</p> <p>Bodily injury liability insurance coverage written on the comprehensive form of policy of at least \$500,000 per occurrence.</p> <p><i>Automobile liability</i> shall provide for bodily injury and property damage liability covering the operation of all automobiles used in connection with performing the contract shall provide coverage of at least \$200,000 per person and \$500,000 per occurrence for bodily injury and \$20,000 per occurrence for property damage.</p> <p>No other types of insurance are required for this contract.</p>

#	Page	Section/Reference	Question	Response
20.	Pg 109	L.02(s)	Where within the proposal should requested information on teaming arrangements be included?	<p>Section L02 (a) The term “Offeror” as used in this Section L refers to the single legal entity submitting the offer which may be a “contractor team arrangement” as that term is defined in FAR 9.601. The Offeror may be preexisting or newly formed for the purposes of competing for this Contract.</p> <p>At a minimum include in: Volume I under Reqs and Certs Volume II under Experience & Past Performance Other volumes/locations when applicable</p>
21.	Pg 114	L.04 (b)	The RFP requires a listing by name of cleared personnel to fill all non-Key Personnel positions. Our intent would be to offer positions to qualified incumbent personnel. Is the expectation of DOE that we provide replacements for all incumbent personnel?	<p>It is up to the Offeror to decide the best approach to provide the necessary personnel to perform the contract. As stated in Section L.04 (b): “As it relates to contractor employees performing work under Tasks 1, 2, 3B, 4, and 5 (non-Key Personnel), the contractor shall provide Employee Qualification sheets that contain; (1) the prospective employee’s name; (2) current security clearance level (to include agency and date clearance granted/continued); and (3) one paragraph describing the prospective employee’s qualifications. The Employee Qualification sheets shall be limited to one (1) page per employee. Failure to meet this minimum requirement may result in a lower rating. Evaluation of employee’s qualifications for Task 3B proposed employees will be evaluated for Rocky Flats Operational Knowledge and DC/DD experience. Failure to meet this minimum requirement may result in a lower rating.”</p> <p>As it relates to personnel (incumbent or other), the government has no additional expectations beyond those provided for in the RFP. The government has no restrictions on hiring incumbent personnel. See Section L.22 for restrictions on contact with incumbent employees during normal working hours.</p>

#	Page	Section/Reference	Question	Response
22		Section C Task 1.2	Does the maintenance requirement for task 1.2 include performance system testing and technical repair?	Yes.
23			GFE – who is responsible for normal wear and tear and maintenance?	As stated in Section L attachment L-6 paragraph 6 “THE CONTRACTOR MAY BID SUBTASK 2.3 UTILIZING ALL, SOME, OR NONE OF THE ABOVE LISTED ITEMS. Volume II of the contractor’s proposal should reflect how much of the GFE the contractor plans to use. Regardless of which approach is taken, the contractor shall be responsible for maintenance and upkeep of all scanning equipment through the life of the contract. The associated costs of this maintenance shall be factored into the Firm Fixed Price per unit for CLINs 00003...”
24			What is the current age/condition of the listed GFE? Has the scanning equipment listed in the proposal been previously used? Will the government specify that this equipment is adequate for performance of the scanning task?	<p>All GFE is fully operational. Unless stated below the hardware is considered new or like new.</p> <ul style="list-style-type: none"> ◇ The Bell & Howell Copy Scan 8000 High Speed Scanner is approximately eight years old ◇ The Fujitsu fi-6240 High Performance Color Scanner is approximately eight years old <p>The government will <u>not</u> specify that the GFE is adequate for performance of all of the scanning tasks.</p>
25			What is the approximate volume of documents (pages, cubic feet), fiche (images) and film (rolls) that must be scanned?	See the last page of the RFP for approximate volumes for pricing purposes. <i>CLINs 00003, 00011, 00019, 00027, and 00035 total contractual required minimum guarantee and maximum quantities are described in Section B.</i>

#	Page	Section/Reference	Question	Response
26			What is the annual scanning production deliverable?	The annual scanning will be limited to the funds available for the applicable CLIN (i.e. <i>CLINs 00003, 00011, 00019, 00027, and 00035</i>). <i>Unless there is a government caused delay, the government will expect the contractor to perform services under the appropriate scanning CLIN to meet any minimum guarantee the government may place on the CLIN. All scanning activities are expected to be completed by the end of the period of performance to include all options. As a reminder, the scanning CLINs will be subject to the Limitation of Funds provision and a Not To exceed quantity.</i>
27			What is the minimum required scanning production rate – can that be met using existing government equipment?	See previous answer for the minimum production rate. The government will <u>not</u> specify that the GFE is adequate for performance of all of the scanning tasks.
28			Have any of the records been scanned under a previous campaign?	If any records were scanned, they were scanned for equipment/software test purposes only.
29			Travel for surge capacity – is it reimbursable? Is it your intention that all resources are local?	Task 3B and task 3C activities are to be charged against the applicable Time and Materials CLIN. Travel for surge capacity will not be reimbursed as a separate or material charge. The government has no restrictions on where the resources come from. It is up to the Offeror to decide the best approach to meeting the Task 3B and task 3C requirements. All of the costs to provide the surge personnel shall be included in the price for the appropriate SubCLIN (i.e. SubCLIN 00005A or SubCLIN 00005B)
30			Paragraph M.04 states that there are five evaluation criteria yet lists only four. Please clarify.	The statement should say four. There are only four evaluation criteria under M.04. The RFP has been revised accordingly.

#	Page	Section/Reference	Question	Response
31			Do you require 3 originals of Volume 1?	Yes.
32			Is an active Q (or Top Secret) clearance/access authorization required for non-key personnel at the time of contract award?	See response to question #14
33			Given that Task 3B activities are to be performed by “as required” personnel, are Letters on Commitment required?	<p>The RFP has been revised to remove any and all requirements for Letters on Commitment and to change the requirement for Resumes on Task 3B personnel to a requirement for Letters of Qualifications.</p> <p>A resume will still be required for the Task 3A person and the Program Manager.</p>
34			Does DOE plan to incorporate the new clause required by Executive Order 13495 into the RFP?	Pursuant to Section 10 of the Executive Order, “the order and clause contained therein apply to solicitations issued on or after the effective date for the action taken by the Federal Acquisition Advisory Council...” The Federal Acquisition Regulatory (FAR) Council in accordance with the Executive Order is required to issue regulations within 180 days of the date of the Executive Order. To date, the FAR Council has not issued such regulations.
35			With Task 3B being an “as required” task with a relatively short notice to have up to five personnel in place, is it possible for the contractor to have a few additional qualified personnel assigned to this task for Q clearance purposes?	It is up to the Offeror to decide the best approach to meet the requirements of Task 3B and 3C.

#	Major Changes to original RFP
1	Any and all requirements for letters of commitment have been removed. [referenced in L.02 (f), L.04, and L.04 (a)]
2	Section M Paragraph M.04 changed from "...on the five factors below..." to "...on the four factors below..."
3	Change FAR provision 52.228.7 in Section I to FAR provision 52.228.5
4	Changed the requirement for Resumes on the five Task 3B personnel to a requirement for Letters of Qualifications.
5	Added Program Manager to the first sentence of special provision H.22
6	Deleted DEAR provision 952.235-70. This provision was redundant to special provision H.22
7	Added requirements for an additional 35 personnel in new Task - Task 3C. See sections C, H, L, & M for changes as a result of these additional requirements.